

STATE OF TEXAS §
COUNTIES OF ARANSAS §
SAN PATRICIO AND NUECES §
CITY OF ARANSAS PASS §

On this the 15th day of July, 2014 the Aransas Pass Municipal Development District (APMDD) convened in a Regular Meeting being open to the Public at the meeting place thereof in the Aransas Pass City Hall and notice of said meeting giving the time, place, date and subject hereof having been posted and prescribed by Chapter 551 of the Texas Government Code with the following attendance to wit constituting a quorum.

PRESENT:

HOPE COMINGORE	President
KAREN GAYLE	Vice President
TERRY STANSBERRY	Treasurer
JAMES COVINGTON	Director
BYRON MCLAUGHLIN	Director
ELIZABETH DORRIS	Director

ABSENT: Vickie Abrego (EXCUSED), Edelmiro Garcia (EXCUSED), Stephen Walls (EXCUSED)

CITY STAFF PRESENT:	Sylvia Carrillo	City Manager
	Amanda Torres	Administrative Assistant
	Donna Cox	Finance Director

OTHERS PRESENT:

(There may have been others present who did not sign in.)

ITEM 1.

CALL MEETING TO ORDER.

President Comingore called the meeting to order at 6:43 p.m. and declared there was a quorum.

ITEM 2.

CONSIDER AND ACT ON APPROVAL ON JUNE 17, 2014 MINUTES.

Treasurer Stansberry made a motion to approve the June 17, 2014 minutes. Vice President Gayle seconded the motion and the motion carried unanimously.

ITEM 3.

REVIEW AND DISCUSS CURRENT FINANCIAL STATEMENTS.

Finance Director Cox reviewed the balance sheet with the board. Total assets equaled \$764,913.86 and total liabilities were \$224.68, leaving the fund balance at \$399,726.44. Income for June was \$64,476.39, which puts the year-to-date at 82% of the budgeted amount. Expenses were in line with the expected amount. Finance Director Cox stated that bond payments would be coming up next month. The Civic Center was also doing well and was very close to meeting its sales goal.

ITEM 4.

CONSIDER AND ACT ON APPROVAL OF INVOICES FOR PAYMENT.

Treasurer Stansberry made a motion to approve the May invoices for payment. Director Dorris seconded the motion and the motion carried unanimously.

Staff exp April to June	\$	225.00
Total Invoices—May 2014	\$	225.00

ITEM 6.

UPDATE ON CIVIC CENTER ACTIVITIES.

City Manager Carrillo explained that the Civic Center was booked solid with Chevron. The Center was expected to meet its \$120,000 sales goal. However, staff has had problems with event turnaround because there are only three full-time staffers. It was estimated that the facility had to be full 80% of the time in order to break even. Additionally, a potential civic center in Rockport and a potential hotel with a ballroom could be competition to the Civic Center. Finance Director Cox added that Civic Center Manager Sarah Lee tries to maximize the use of her staff, even borrowing part-time help from Public Works, in order to meet event turnarounds. Hiring outside help and third-party contractors were discussed; however, consistent hours could not be promised because event scheduling is sporadic.

The board felt that hiring another person to assist in sales and event breakdowns would be beneficial but debated whether the person should be hired part-time or full-time. Director McLaughlin commented that hiring a full-time person would result in a much more dedicated employee. City Manager Carrillo suggested starting the hire as a part-time person for a trial basis then hiring as full-time. President Comingore said that members of the board would be willing to meet with Civic Center Manager Lee if she needed ideas for the potential job description.

ITEM 5.

REVIEW AND DISCUSS PRELIMINARY FY 2014-15 BUDGET.

City Manager Carrillo explained that the Civic Center would not be asking for anything additional except for another staffer and the operating expenses that go along with that. She suggested also creating a building maintenance fund that Civic Center Manager Lee could request monies from. Additional money would be needed to compensate for the increased rate for health insurance. The proposed 2014-2015 budget should stay relatively close to the current year's budget.

Director McLaughlin suggested looking at changing utility providers for cheaper rates. He explained that the Moose Lodge recently changed providers and is saving money. City Manager Carrillo explained that the City had gone out for RFP on electric providers and found a cheaper provider. However, the City had previously entered a binding agreement with a co-op that prevented them from entering an agreement with a cheaper provider.

Additionally, the person contracted to update the Civic Center website quit so a search will have to be conducted for a new contractor. Finance Director Cox added that sales tax revenue was projected to exceed budget this fiscal year by \$60,000-70,000. Also she hoped to get the cost of next year's audit lowered since most of the difficult work had been conquered.

The board estimated that a safe average of \$65,000 could generate a budgeted amount of \$825,000 for sales tax revenue in the upcoming fiscal year. They also discussed purchasing a Certificate of Deposit to be an action item at the next regularly scheduled meeting. The Attorney Fees line item would stay budgeted at \$1,000.00.

ITEM 7.

CITIZENS COMMENTS.

President Comingore asked when the Hawthorne Suites would be re-opening. City Manager Carrillo responded that the hotel had structural damage and they were waiting on an architect or an engineering firm to assess it. City Manager Carrillo also said that the City would be offering a discount on building permits for those who buy their materials locally. There are around ninety houses scheduled to break ground this year.

ITEM 8.

ADJOURNMENT OF MEETING.

Treasurer Stansberry made a motion to adjourn the meeting. Vice President Gayle seconded the motion and the motion was approved unanimously.

President Comingore adjourned Meeting at 7:52 P.M.

ATTEST:

Hope Comingore, President

Vickie Abrego, Secretary